



**Minutes of the Planning/General Purposes and Finance Committee meeting held virtually on
Thursday 27 August 2020 at 7.33pm**

240-2020 - Present

Councillors:

Chairman Cllr N Mitchell, Cllr G Adam, Cllr D Bird, Cllr A Creese, Cllr P Cragg, Cllr J Messinger and Cllr T O'Toole.

Officers of the Council:

Mrs G White – Clerk to the Council
Mrs V Fear – Assistant Clerk

241-2020 - To accept apologies and reason for Absence in accordance with the LGA 1972, Sch12, para 40

None received.

242-2020 - Declaration of Disclosable Pecuniary Interests by Councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

243-2020 - Amendments to the Register of Interests

No declarations were made.

244-2020 - To receive and consider written requests for new DPI dispensations, if any.

No declarations were made.

245-2020 - Declaration of Non-pecuniary interests in accordance with the Council's Code of Conduct

No declarations were made.

246-2020 - Declarations of gifts or hospitality over £25

No declarations were made.

247-2020 - Minutes of the previous Planning/General Purposes and Finance Committee meeting

It was proposed Cllr G Adam, seconded Cllr P Cragg and unanimously **RESOLVED** that the minutes of the Planning/General Purposes and Finance Committee meeting held 16 July 2020 be agreed and signed by the Chairman as a true record.

248-2020 - Planning applications for consideration

Planning Application No: [20/P/01367](#) - 24 Fairlands Road, Fairlands, Guildford, GU3 3JB - Proposed erection of a single storey side and rear extension to the bungalow, following demolition of the existing detached garage.

RESOLVED: That the Parish Council object on the following grounds:

1. This is a currently a two-bed dwelling. If approved, this development would result in the loss of yet another small dwelling from the existing housing stock.
2. This dwelling is semi-detached: the side extension would make it out of keeping with its neighbour and the wider street scene.
3. The side extension and demolition of the garage would have an effect on the level of parking. No information has been provided on the proposed parking. The property is on a bend in Fairlands Road; parking on the road at this location would represent a hazard to road uses.

249-2020 - Three Government Planning Consultations: For consideration and comment, if considered necessary.

1. [Changes to the current planning system](#) - Deadline for responses 1 October 2020

It was agreed that the Clerk and Cllr G Adam would review this consultation document, compare their notes and report back to the Full Council on 17 September 2020.

2. [Planning for the future](#) - The planning white paper - Deadline for responses 29 October 2020

It was agreed that the Clerk and Cllr G Adam would review this consultation document, compare their notes and report back to the Full Council on 8 October 2020.

3. [Transparency and competition: a call for evidence on data on land control](#) – Deadline for responses 30 October 2020

It was agreed that the Clerk and Cllr G Adam would review this consultation document, compare their notes and report back to the Planning/General Purposes and Finance Committee on 8 October 2020.

250-2020 - Changes to the Use Classes Order in England w.e.f 1 September 2020

A chart setting out the changes to the Use Classes Order for England had been issued to all members via email in advance of the meeting, for information. A copy of the document to be kept in the Local Plan file for reference.

251-2020 - Licence to maintain White House Pond, Jacobs Well Recreation Ground

The Clerk advised that White House pond forms part of the local flood defence system. The pond provides a valuable wildlife habitat for numerous species (including Great Crested Newts) and is considered by local residents to be an important local asset.

A quotation for clearance of both invasive and non-invasive weeds over a ten-year period had been obtained, in accordance with Surrey Wildlife Trust's recommendations contained within the report commissioned by the Parish Council earlier in the year. Minute numbers 65-2020 and 197-2020 refer.

Total cost of pond restoration and subsequent maintenance over a ten-year period:

- Year 1 Pond restoration = £7,500 & VAT initial hand removal of the Bullrushes and Crasula helmsii
- Years 2 – 10 Ongoing maintenance = £1,400 & VAT per year

This represents a total cost of £20,100 & VAT over ten years. Historically, the local contractor who provided the quotation has been extremely competitive.

The Clerk advised that there may be additional maintenance costs associated with this pond, such as repairs to the inlet headwall and removal of various trees which have self-seeded. The costs of removing trees from a pond is more expensive, due to the very nature of the work. An accrual for this type of maintenance would also be required.

Following discussion, it was proposed Cllr N Mitchell, seconded Cllr P Cragg and **RESOLVED** that Worplesdon Parish Council would apply to Surrey County Council for a new ten-year licence to enable the Parish Council to maintain White House Pond.

A vote took place: 6 in favour, Cllr G Adam against. Motion carried.

It was further **RESOLVED** Cllr D Bird, seconded Cllr P Cragg that a minimum maintenance cost of £20,100 & VAT over ten years be approved.

A vote took place: 6 in favour, Cllr G Adam against. Motion carried.

Power to spend: PHA 1936, s260

252-2020 - Finance:

a) Invoices for payment

It was proposed Cllr G Adam, seconded Cllr J Messinger and unanimously **RESOLVED** that payments to the value of £9,943.96 be approved and signed. Cllr N Mitchell signed the payments immediately after the meeting. Cllr G Adam will counter sign the payments as soon as practicable.

Table 1: Invoices for payment 27 August 2020

Code	Date	Description	Supplier	Net	VAT	Total
IT budget	13/08/2020	SIM card bill	Three	£ 32.32	£ 6.46	£ 38.78
Parish Office	15/08/2020	Office supplies	Sainsburys	£ 13.83	£ 2.77	£ 16.60
Christmas trees/lights WS, Perry Hill	18/08/2020	Electricity bill - Perry Hill Green	British Gas	£ 8.36	£ 0.41	£ 8.77
Parish Office	22/08/2020	Office materials	Sainsburys	£ 13.33	£ 2.67	£ 16.00
IT budget	24/08/2020	Subscription	Adobe	£ 12.64	£ 2.53	£ 15.17
Establishment Charges	24/08/2020	Stationery	Caboodle	£ 12.99	£ 2.59	£ 15.58
Establishment Charges	24/08/2020	Stamps	Caboodle	£ 141.00	£ -	£ 141.00
Professional Advice	24/08/2020	Legal fees - Office relocation 2020	Surrey Hills Solicitors	£ 950.00	£ 190.00	£ 1,140.00
Establishment Charges	24/08/2020	Eye test	Mrs V C Fear	£ 45.00	£ -	£ 45.00
Establishment Charges	24/08/2020	Stationery	Mrs V C Fear	£ 3.87	£ -	£ 3.87
Land Management	24/08/2020	Hire of storage container MW	Activate Learning	£ 65.00	£ -	£ 65.00
Contingency Fund	24/08/2020	3,600 newsletters	Knaphill Print Co Ltd	£ 420.00	£ -	£ 420.00
Land Management	24/08/2020	Materials	B&Q	£ 25.00	£ -	£ 25.00
IT budget	25/08/2020	External back-up	RISC IT	£ 32.09	£ 6.42	£ 38.51
Staff Costs	25/08/2020	PAYE/NIC	HMRC	£ 7,954.68	£ -	£ 7,954.68
Total				£ 9,730.11	£ 213.85	£ 9,943.96

b) Tree Inspections – Quotation received from Dryad Tree Specialists

The Clerk advised that Mr N Fagg, who had previously undertaken the tree inspections, has moved out of the region and is, therefore, no longer able to undertake tree surveys on behalf of the Parish Council. Mr Fagg had recommended Dryad Tree Services to undertake future inspections. A quotation from Dryad Tree Services had duly been obtained.

- (i) A walk over tree survey for seven sites = Total cost £2,100 & VAT, and
- (ii) To tag and map the trees for future reference = Total £995 & VAT. This is a one-off cost.

Following discussion, it was **RESOLVED** Cllr T O'Toole, seconded Cllr P Cragg and unanimously **RESOLVED** that standing orders be waived to enable Dryad Tree Services quotation to be accepted, given the limited number of qualified specialist tree inspectors in the local area.

Power to spend: OSA 1906, ss 9 and 10

c) Concurrent Functions Grant Aid Applications – Deadline 7 September 2020

Following discussion, it was proposed Cllr J Messinger, seconded Cllr G Adam and unanimously **RESOLVED** that Concurrent Functions Grant Aid Application requests be submitted to Guildford Borough Council, as follows:

- Restoration of White House Pond
- Replacement land drains - Jacobs Well Recreation Ground

d) Date of next Planning/General Purposes and Finance Committee meeting: 8 October 2020

Meeting closed 8.20pm

Signed:

.....
Chairman of the Planning/General Purposes and Finance Committee
Date: 8 October 2020